

CITY HALL
CAR POOLING AGREEMENT

As a regular **City Hall** employee receiving a parking subsidy, I agree to participate in a carpool with the following employees, collectively known as “the pool”, who also receive a parking subsidy:

	1 _____		4 _____
Required	2 _____	Optional	5 _____
			6 _____

In return as part of the pool, the City will provide me a parking pass for a designated parking spot on City Hall lots. I understand this pass may be placed on any vehicle, which may in turn be parked in the designated spot, for use by the car pool.

On days when "the pool" drives more than one car to work, I understand that I may not park in the "van pool" spot and that I will pay \$3 to park on or around any City facility.

I understand this pass is the property of the City and should it become lost or stolen, the pool will reimburse the City \$25.00 for its replacement. My signature below indicates I accept these terms.

Employee Name (printed)

Signature

Date